

**IDAHO LIQUEFIED PETROLEUM GAS SAFETY BOARD**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 5/7/2013**

**BOARD MEMBERS PRESENT:** Jay T Hill - Chair  
Thomas E Coates  
Richard B. Davies

**BOARD MEMBERS ABSENT:** Edward A. Button  
James Lehman

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, Legal Counsel  
Mary Miles, Technical Records Specialist I

The meeting was called to order at 9:00 AM MDT by Jay T Hill.

**APPROVAL OF MINUTES**

A motion was made by Mr. Davies to approve the minutes of 3/13/2013. It was seconded by Mr. Coates. Motion carried.

**FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board has a negative cash balance of (\$33,232.67) as of 4/30/2013.

**[INVESTIGATIVE REPORT](#)**

Ms. Peel gave the investigative report, which is linked above.

**FOR BOARD DETERMINATION**

A motion was made by Mr. Coates to approve the Bureau's recommendation and authorize closure in cases I-LPG-2013-7, I-LPG-2013-13, I-LPG-2013-15, and I-LPG-2013-16. It was seconded by Mr. Davies. Motion carried.

## **ROCKY MOUNTAIN PROPANE ASSOCIATION**

Mr. Coates updated the Board members on the RMPA meeting. The Board had requested that discussion be held with the RMPA about the supplier working with the dispenser on notification if they fail an inspection. The RMPA agreed that the suppliers should be notified if a dispenser fails an inspection; this would require a law and rule change. The Board has added this to the to do list for a possible future law change.

### **EXECUTIVE SESSION**

A motion was made by Mr. Coates that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Mr. Davies. The vote was: Mr. Coates, aye; Mr. Davies, and Mr. Hill, aye. Motion carried.

A motion was made by Mr. Coates to come out of executive session. It was seconded by Mr. Davies. The vote was: Mr. Coates, aye; Mr. Davies, and Mr. Hill, aye. Motion carried.

### **AMEND AGENDA**

A motion was made by Mr. Davies to amend the agenda and add correspondence because the published agenda did not update. It was seconded by Mr. Coates. Motion carried.

### **APPLICATIONS**

A motion was made by Mr. Coates to approve two facility applications and one dealer application for licensure. One dealer application was approved for licensure pending the receipt of the Certified Employee Training Program certificate. It was seconded by Mr. Davies. Motion carried.

A motion was made by Mr. Coates to table two applications pending receipt of additional information for the Board to review. It was seconded by Mr. Davies. Motion carried.

#### **Approved for Licensure**

GROSS NICHOLAS JAMES	PGD-948
J J BUILDING SUPPLIES INC	PGF-945
MR. TIRE	PGF-946

#### **Pending**

901125946  
901125233

901030121

## **CORRESPONDENCE**

A motion was made by Mr. Davies to deny the refund request for license PGF-504. It was seconded by Mr. Coates. Motion carried.

**NEXT MEETING** was scheduled for June 4, 2013.

## **ADJOURNMENT**

A motion was made by Mr. Davies to adjourn the meeting at 9:30. It was seconded by Mr. Coates. Motion carried.

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Jay T Hill, Chair

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James Lehman

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Thomas E Coates

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Edward A. Button

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Richard B. Davies

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Tana Cory, Bureau Chief